

# DCR Conservation Planning And Soil and Water Conservation District Training Topics and Courses

### Soil and Water Conservation District Personnel Training Topics and Courses

	District Directors	District Administrative Staff	District Technical Staff
Mandatory	<ul style="list-style-type: none"> <li>New Director Training I &amp; II Provided by DCR (In Person) Within six month from taking the Oath of Office.</li> <li>FOIA (If FOIA Officer) Annually DLS - Freedom Of Information Act - FOIA (COVLC or In Person)</li> <li>COIA* OAG Conflict of Interest Act Training (In person every two years when provided by OAG)</li> </ul>	<ul style="list-style-type: none"> <li>FOIA Officer-FOIA Training Annually DLS - Freedom Of Information Act - FOIA (COVLC or In Person)</li> <li>Accounting for Districts and Quickbooks Training or other financial training When Provided by DCR (In Person)</li> <li>IT Security Course (Annually) (for DCR web application suite users)</li> <li>Library of VA Record Retention (In Person or online resources) (Complete within first year of hire and at least every three years)</li> </ul>	<ul style="list-style-type: none"> <li>IT Security Course (Annually) (for DCR web application suite users)</li> <li>VACS Program Manual Periodically provided by DCR (In Person)</li> <li>RMP/CP Module Access Provided by DCR (In Person)</li> <li>VACS Program Update (Annually) Provided by DCR (In Person)</li> </ul>
Recommended	<ul style="list-style-type: none"> <li>VASWCD Trainings (In Person)</li> <li>Basic Parliamentary Procedures (In Person)</li> <li>Personnel Management MVP Enhancing Employee Performance Modules I – IV I. Introduction to Supervision II. Managing the Work Process III. Delegation IV. Motivation for Improved Performance (COVLC)</li> <li>MVP Conflict Management Skills (COVLC)</li> <li>VACS Program Update Provided by DCR (In Person)</li> </ul>	<ul style="list-style-type: none"> <li>COIA OAG Conflict of Interest Act Training</li> <li>Driver Safety DGS Fleet Driver Safety and Policy Lesson (COVLC)</li> <li>VACS Program Update Provided by DCR (In Person)</li> <li>Ag BMP Tracking Program Provided by DCR (In Person)</li> <li>VASWCD Trainings (In Person)</li> <li>VACDE Trainings (In Person)</li> <li>Conservation Selling Skills Periodically provided by DCR (In Person)</li> </ul> <p>Environmental Educators are encouraged to take the recommended Administrative courses and</p> <ul style="list-style-type: none"> <li>Project Learning Tree Workshop</li> <li>Project Wild Workshop</li> <li>Project WET Workshop</li> </ul>	<ul style="list-style-type: none"> <li>Conservation Planning Certification (On Line and In Person classes)</li> <li>Engineering workshops Provided by DCR/NRCS (In Person)</li> <li>Driver Safety DGS Fleet Driver Safety and Policy Lesson (COVLC)</li> <li>Ag BMP Tracking Program Provided by DCR (In Person)</li> <li>JEDs Provided by NRCS (In Person)</li> <li>VACDE Trainings (In Person)</li> <li>VASWCD Trainings (In Person)</li> <li>COIA OAG Conflict of Interest Act Training</li> <li>Effective Presentation &amp; Instruction (In Person)</li> <li>Conservation Selling Skills Periodically provided by DCR (In Person)</li> </ul>

\* Newly elected Directors must take COIA training on-line via COVLC if no in-person class will be offered within six months of their appointment or election

#### Additional Resources

MVP - Managing Virginia Program (COVLC)

Microsoft Office [www.microsoft.com/en-us/learning/training.aspx](http://www.microsoft.com/en-us/learning/training.aspx)

Commonwealth of Virginia Learning Center (COVLC) classes can be accessed by the following link

<https://covlc.virginia.gov/Default.aspx>

Note: COVLC requires a username and password. See instructions to create a user profile.

Contact Carl Thiel-Goin with questions [carl.thiel-goin@dcr.virginia.gov](mailto:carl.thiel-goin@dcr.virginia.gov) 804-887-8915

# COVLC

- Available now
- If you already have a log in from another agency, do NOT register for new access. Send Carl Thiel-Goin an email and you will then be added to the correct domain.
- If you do not have a log in, register for access through the COVLC site

# Conservation Planning Certification Transition

The DCR effective dates and requirements for certification are as listed in the table below.

<u>Situation</u>	<u>Action</u>
1. Have never been NRCS conservation planner certified	Must take DCR's required certification coursework (DCR-provided or DCR-approved) and initial plan review/approval requirement.
2. Have taken NRCS required certification courses since January 1, 2013 or are in the process of taking them	Must finish all DCR certification course work, submit a plan for review and approval, and provide a copy of all courses taken and when taken.
3. Currently NRCS-certified or NRCS-certified as of January 1, 2016	Certification will be recognized and given a DCR certification date matching the NRCS certification date.

# Conservation Planning Certification Group 1

- Must take *ALL* of DCR's required certification coursework
- Track course work in Conservation Application Suite
- June 27<sup>th</sup> 10am DCR Conservation Planning Module webinar

## Conservation Planner Certification Courses for Initial Certification

<b>Online:</b>	<b>Provided by</b>
Nitrogen Management and Concerns	COVLC
Phosphorus Management and Concerns	COVLC
Sediment Management	COVLC
Overview of Water Quality Resource Assessment	COVLC
Water Bodies	COVLC
Pest Management and Water Quality Implications	COVLC
Water Management	COVLC
<b>In Person: (classroom and/or in-the-field)</b>	
DCR Nutrient Management Soil Science, Soil Fertility and Crop Production School or currently NMP-certified in VA	Dave Kindig
Basic RUSLE2	Contractor
Pesticide Management Orientation or currently certified as in any category as a VA pesticide applicator	VT/VCE
VA Water Concerns (CBPA, Water Quality, Wetlands, Permits, TMDL)	DEQ
Perennial Stream ID	Doug DeBerry/VIMS
VA Rare, Threatened, and Endangered Species Protection	DNH & DGIF
VA Cultural and Historic Resources Protection	DHR
Conservation Selling Skills	Chuck Hitezman
Introduction to VA's Ag BMP Program	Gary Moore
DCR Conservation Planning Module User Training (prerequisite to Intro)	Roland Owens
Introduction to DCR Conservation Planning Program (forms, Processes, resources [partners])	Carl Thiel-Goin
Conservation Plan Review (individually in-the-field, all coursework above is prerequisite)	Carl Thiel-Goin

## Conservation Planner Certification Courses for Initial Certification

**Group 2 ONLY :** Complete any courses that have not been completed since January 1, 2013

DCR Conservation Planner Certification Courses	Course Equivalents (taken January 1, 2013 - July 1, 2018)
<i>Online:</i>	
Nitrogen Management and Concerns	AgLearn Course
Phosphorus Management and Concerns	AgLearn Course
Sediment Management	AgLearn Course
Overview of Water Quality Resource Assessment	AgLearn Course
Water Bodies	AgLearn Course
Pest Management and Water Quality Implications	AgLearn Course
Water Management	AgLearn Course
<i>In Person: (classroom and/or in-the-field)</i>	
DCR Nutrient Management Soil Science, Soil Fertility and Crop Production School or currently NMP-certified in VA	AgLearn Course
Basic RUSLE2	provided by NRCS
Pesticide Management Orientation or currently certified as in any category as a VA pesticide applicator	AgLearn Course
VA Water Concerns (CBPA, Water Quality, Wetlands, Permits, TMDL)	
Perennial Stream ID	
VA Rare, Threatened, and Endangered Species Protection	
VA Cultural and Historic Resources Protection	NRCS Cult. Res. courses: Part 1 and 2
Conservation Selling Skills	
Introduction to VA's Ag BMP Program	
DCR Conservation Planning Module User Training (prerequisite to Intro)	
Introduction to DCR Conservation Planning Program (Forms, Processes to Conservation Plan creation)	
Conservation Plan Review (individually in-the-field, all coursework above is prerequisite)	



# Conservation Planning Certification Group 3

- Beginning July 1, 2018:
  - District staff who are currently NRCS-certified or NRCS-certified as of January 1, 2016 must attend DCR Conservation Planning Module training webinar **June 27<sup>th</sup> 10am**
  - Send an email request for DCR certification with an attached scan of NRCS certificate to Carl Thiel-Goin
  - DCR will issue a certificate with a new certification date matching the month of NRCS certification
  - If an individual is currently NRCS certified and plans to maintain their NRCS certification, they will still should attend DCR Conservation Planning Module training webinar **June 27<sup>th</sup> 10am**



# Conservation Planning Module Enhancements

- Completion and launch date July 2
- June 27th Conservation Planning Module user update webinar
- Enhancements include:
  - Resource review queries and review processes
  - Conservation Plan Components
  - Conservation Report changes
  - Conservation Planner Certification and Contact Hours Module

# Conservation Plan Components

- District Location of Planned Area
- Plan Writer and Contact Information
- Producer Information
- Description of Operation
- Objective
- Plan developed to meet selected program requirements
- Assessment Summary

# Conservation Plan Components Continued

- Recommended BMP(s) Table
- Recommended BMP(S) detailed description per location
- Approval Signatures/Date
- Maps
  - Location Map, Soils Map, Proposed BMP(s), Topographical, Aerial Imagery
- Supporting Documents to be included as needed per plan
- VA Resources
  - Resource Guide Sheet
  - Farm Summary
- Conservation Planning Notes

## Dates to Remember

- June 27 webinar - register via Eventbrite
- July 2
  - Conservation Planning Module enhancements go live
  - Online courses for Conservation Planning Certification are available on COVLC
  - Certification Tracking available in Module
- In-person training begins this fall

# Thank You

Carl Thiel-Goin

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